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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#27 DECEMBER 6, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER



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December 06, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVAL OF EIGHT ALCOHOL AND OTHER DRUG PREVENTION SERVICES-ENVIRONMENTAL PREVENTION SERVICES AGREEMENTS (ONE SOLE SOURCE), THIRTY-THREE ALCOHOL AND OTHER DRUG PREVENTION SERVICES-COMPREHENSIVE PREVENTION SERVICES AGREEMENTS (ONE SOLE SOURCE), TWO SOLE SOURCE AGREEMENTS FOR ALCOHOL AND OTHER DRUG PREVENTION SERVICES, FRIDAY NIGHT/CLUB LIVE AND COMPREHENSIVE PREVENTION SERVICES, AND ONE SOLE SOURCE AGREEMENT FOR EVALUATION SERVICES FOR FISCAL YEARS 2011-14 (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Request approval to award and execute eight Environmental Prevention Services agreements (one sole source), 33 Comprehensive Prevention Services agreements (one sole source), and two sole source agreements for Friday Night/Club Live and Comprehensive Prevention Services, for the provision of Alcohol and Other Drug Prevention Services for Los Angeles County, and one sole source agreement for a county-wide evaluation of the prevention system of services.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of the Department of Public Health (DPH), or his designee, to award and execute seven Alcohol and Other Drug Prevention (AODPS) - Environmental Prevention Services (EPS) agreements to the community based organizations identified in Attachment A, selected under a competitive selection process, to provide EPS, effective January 1, 2012 through June 30, 2012, with provision for two one-year automatic renewal periods through June 30, 2014, at an estimated total maximum obligation of \$7,347,085 (six month fiscal year [FY] 2011-12 maximum obligation of \$1,469,417, a FY 2012-13 maximum obligation of \$2,938,834, and a FY 2013-14 maximum obligation of \$2,938,834), contingent upon the satisfactory delivery of services as required

by DPH; 100 percent offset by federal Substance Abuse Prevention and Treatment (SAPT) Block Grant funds.

2. Approve and instruct the Director of DPH, or his designee, to execute one sole source EPS agreement with San Fernando Valley Partnership, Inc., as identified in Attachment A, to provide EPS, effective January 1, 2012 through June 30, 2012, with provision for two one-year automatic renewal periods through June 30, 2014, at an estimated total maximum obligation of \$1,152,915 (six month FY 2011-12 maximum obligation of \$230,583, a FY 2012-13 maximum obligation of \$461,166, and a FY 2013-14 maximum obligation of \$461,166), contingent upon the satisfactory delivery of services as required by DPH; 100 percent offset by federal SAPT Block Grant funds.

3. Approve and instruct the Director of DPH, or his designee, to execute 32 AODPS – Comprehensive Prevention Services (CPS) agreements to the community based organizations identified in Attachment A, selected under a competitive selection process to provide CPS effective January 1, 2012 through June 30, 2012, with provision for two one-year automatic renewal periods through June 30, 2014, at an estimated total maximum obligation of \$16,000,000 (six month FY 2011-12 maximum obligation of \$3,200,000, a FY 2012-13 maximum obligation of \$6,400,000, and a FY 2013-14 maximum obligation of \$6,400,000), contingent upon the satisfactory delivery of services as required by DPH; 100 percent offset by federal SAPT Block Grant funds.

4. Approve and instruct the Director of DPH, or his designee, to execute one sole source CPS agreement with Pueblo Y Salud, Inc., as identified in Attachment A, to provide CPS effective January 1, 2012 through June 30, 2012, with provision for two one-year automatic renewal periods through June 30, 2014, at an estimated total maximum obligation of \$500,000 (six month FY 2011-12 maximum obligation of \$100,000, a FY 2012-13 maximum obligation of \$200,000, and a FY 2013-14 maximum obligation of \$200,000), contingent upon the satisfactory delivery of services as required by DPH; 100 percent offset by federal SAPT Block Grant funds.

5. Approve and instruct the Director of DPH, or his designee, to execute one sole source agreement for Friday Night/Club Live (FNL) with the Los Angeles County Office of Education (LACOE), as identified in Attachment A, to provide FNL substance abuse prevention services effective January 1, 2012 through June 30, 2012, with provision for two one-year automatic renewal periods through June 30, 2014, at an estimated total maximum obligation of \$523,575 (six month FY 2011-12 maximum obligation of \$104,715, a FY 2012-13 maximum obligation of \$209,430, and a FY 2013-14 maximum obligation of \$209,430), contingent upon the satisfactory delivery of services as required by DPH; 100 percent offset by federal SAPT Block Grant funds.

6. Approve and instruct the Director of DPH, or his designee, to execute one sole source agreement for CPS services with LACOE, as identified in Attachment A, to provide CPS substance abuse prevention services effective January 1, 2012 through June 30, 2012, with provision for two one-year automatic renewal periods through June 30, 2014, at an estimated total maximum obligation of \$500,000 (six month FY 2011-12 maximum obligation of \$100,000, a FY 2012-13 maximum obligation of \$200,000, and a FY 2013-14 maximum obligation of \$200,000), contingent upon the satisfactory delivery of services as required by DPH; 100 percent offset by federal SAPT Block Grant funds.

7. Approve and instruct the Director of DPH, or his designee, to execute one sole source agreement for evaluation services with the University of Southern California (USC), as identified in Attachment A, to conduct a cross-site evaluation of the contracted substance abuse prevention system of services selected under the RFP effective January 1, 2012 through June 30, 2012, with provision for

two one-year automatic renewal periods through June 30, 2014, at an estimated total maximum obligation of \$750,000 (six month FY 2011-12 maximum obligation of \$150,000, a FY 2012-13 maximum obligation of \$300,000, and a FY 2013-14 maximum obligation of \$300,000), contingent upon the satisfactory delivery of services as required by DPH; 100 percent offset by federal SAPT Block Grant funds.

8. Delegate authority to the Director of DPH, or his designee, to execute amendments to the agreements that allow for the rollover of unspent funds; adjust the term of the agreements through September 30, 2014; and/or provide an internal reallocation of funds between budgets, an increase, or a decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable agreement term, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of these actions will allow DPH to enter into agreements that will enhance the provision of prevention services by making available: 1) EPS that focus on reducing alcohol availability and accessibility through the use of environmental prevention efforts directed towards changing policies, ordinances, and practices related to alcohol use within the County; 2) CPS that focus on both community and individual level services to decrease AOD availability and accessibility and to impact the social norms and community conditions that contribute to AOD use especially among youth and young adults; 3) school-based services through LACOE to provide CPS and FNL substance abuse prevention services focusing on community, individual, and classroom level services among school-age youth; and 4) a cross-site evaluation of the contracted substance abuse prevention system of services selected under the RFP to determine effectiveness of services and achievement of outcomes as further described below, a combination of agreements resulting from the competitive selection process and sole sourcing (as further described below) was needed to maximize allocated funding and better ensure availability of prevention services by Service Planning Area (SPA).

Recommendations 1 and 3: Through the AODPS competitive selection process, DPH awarded seven of the eight EPS agreements and 32 of the 33 CPS agreements solicited to provide these substance abuse prevention services throughout Los Angeles County.

Recommendations 2 and 4: The AODPS competitive selection process allocated a specific number of EPS and CPS agreements for each SPA. However, the lack of submissions from qualified proposers resulted in one less EPS agreement in SPA 2 and one less CPS agreement in SPA 1 than allocated. Therefore, to maximize available funding and ensure adequate availability of services in accordance with the RFP design, two agencies were selected for sole source agreements based on their experience providing AOD services in the specified SPA.

Recommendations 5 and 6: The California Department of Alcohol and Drug Programs currently allocates specific prevention funding for FNL services which have been successfully provided by LACOE, in part due to its direct affiliation with local schools. Therefore, LACOE was identified for the sole source as they are the only local agency with experience providing FNL and the adjunct services that will now be provided under CPS.

Recommendation 7: DPH seeks to conduct an evaluation of the substance abuse prevention system of services re-design to determine whether its goals and objectives are being achieved by

contractors and if modifications to the overall system design are contributing to community level change. To perform this evaluation, DPH conducted a search to identify universities with programs specific to substance use disorder and with experience in local prevention services and evaluation. USC was the only university found to have these programs and with this experience USC, Department of Preventive Medicine, has established expertise in the prevention field, including conducting related evaluations and research, to provide DPH with the results needed to improve effectiveness of services as well as prepare for anticipated changes under Health Care Reform.

Under Recommendation 8, DPH is requesting delegated authority to execute amendments and internally reallocate funds between budgets and/or increase or decrease funding up to 10 percent above or below the annual base maximum obligation, effective upon Amendment execution or at the beginning of the applicable agreement term. This delegated authority will enable DPH to amend agreements to allow for the provision of additional units of funded services that are above the service level identified in the current agreement and/or the inclusion of unreimbursed eligible costs, based on the availability of grant funds and grant funder approval. While the County is under no obligation to pay a contractor beyond what is identified in the original executed agreement, the County may determine that the contractor has provided evidence of eligible costs for qualifying contracted services and that it is in the County's best interest to increase the maximum obligation as a result of receipt of additional grant funds or a determination that funds should be reallocated. This recommendation has no impact on net County cost.

Implementation of Strategic Plan Goals

The recommended actions support Goal 1, Operational Effectiveness; Goal 2, Children, Family and Adult Well-Being; and Goal 4, Health and Mental Health, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total estimated maximum obligation for the 44 agreements (EPS, CPS, FNL, cross-site evaluation) for the period of January 1, 2012 through June 30, 2014 is \$26,773,575 (six month total FY 2011-12 maximum obligation of \$5,354,715, a FY 2012-13 total maximum obligation of \$10,709,430, and a FY 2013-14 total maximum obligation of \$10,709,430); 100 percent offset by SAPT Block Grant funds for prevention and FNL.

Payments under the above recommended agreements will be on a cost reimbursement basis for year one. DPH will return to your Board for approval to convert to a fee-for-service basis for the subsequent years of the agreement. DPH recommends changing the reimbursement structure after the first FY since cost reimbursement is largely reserved for start-up contracts and agencies should be established by year two of the contract term. This should also allow for better accountability regarding contractor expenditures and completion of services as agreed.

FY 2012-13 and 2013-14 amendments are contingent upon the availability of funds.

There is no net County cost associated with this action.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 16, 2009, your Board instructed DPH to re-solicit alcohol and drug prevention and treatment services. The AODPS RFP is just one of a number of RFPs planned in response to your Board's

instruction.

The AODPS RFP solicited proposals for prevention services responsive to specific AOD issues of local communities, with a focus on youth and young adults in Los Angeles County. The RFP included an EPS component focused on alcohol availability and accessibility through environmental prevention efforts to change policies, ordinances, and practices related to alcohol use within a specific SPA and a CPS component focused on community and individual level services to decrease AOD availability and accessibility and impact the social norms and community conditions that contribute to AOD use, especially among youth and young adults. The AODPS RFP indicated there would be up to eight EPS awards (one per SPA) and up to 33 CPS awards (SPAs ranked by need). Since the AODPS RFP focused on youth and young adults, need was defined as the percent of individuals zero through 24 residing at or below 100 percent Federal Poverty Level for each SPA relative to the total County percentage. For this reason, the funding amount for EPS contracts and the total number of CPS contracts varied by SPA.

The RFP was designed to be reflective of current AOD prevention research and in alignment with State and federal requirements, including the use of the Strategic Prevention Framework, a five step planning process that systematically guides the development and implementation of prevention services. EPS and CPS agencies selected under the RFP will be required to follow this process, and will be specifically funded to conduct a comprehensive community assessment during the first six months and participate in a county-wide evaluation conducted by DPH and USC throughout the contract term. This will better allow AOD prevention agencies to respond to the needs of the target community and ensure the quality of services. The assessment will provide DPH with more specific data about local communities which will assist in future program planning and development, as the County prepares for Health Care Reform.

The recommended agreement formats will be reviewed and approved by County Counsel prior to distribution to the awarded agencies.

CONTRACTING PROCESS

On October 8, 2010, DPH released an RFP for AODPS for EPS and CPS.

By the deadline of December 20, 2010, 19 agencies submitted a proposal for EPS and 48 for CPS. Three additional EPS proposals and seven CPS proposals were submitted late and were not considered for evaluation. The Evaluation Committee consisted of Prevention Coordinators from other California counties and representatives from various DPH programs. All evaluators were carefully screened to ensure there were no conflicts of interest, and were required to sign a certification form attesting to this. Proposals were evaluated in accordance with the Evaluation Methodology for Proposals – Policy 5.054 approved by your Board on March 31, 2009.

On June 17, 2011, Award Information Notices were sent to seven agencies recommended for award of an EPS agreement and to 32 agencies recommended for award of a CPS agreement. Non-selected proposers were informed that they were not recommended for award because they submitted a late response, did not meet the minimum requirements of the RFP, or did not score high enough to be recommended for an award. Subsequently, 14 of the non-selected proposers requested and received a debriefing. Seven of the 14 then submitted a Notice of Intent to Request a Proposed Contractor Selection Review (PCSR). Three PCSR's were received by the deadline. The PCSR's were evaluated and determined to be without merit, and written decisions were issued to the

agencies informing them that if they were not satisfied with the results of the PCSR they may request, by September 26, 2011, a review by the County Review Panel.

By the September 26, 2011 deadline, one agency submitted a request for review by the County Review Panel. On November 3, 2011, the County Review Panel convened and determined that the assertions were without merit.

On June 7, 2011, your Board approved an extension of the current AODPS agreements on a month-to-month basis for a period of six months effective July 1, 2011 through December 31, 2011, to allow for the completion of the RFP selection process. The extension was required due to delays created by: 1) the large number of proposals received; and 2) the time needed to find additional evaluators and to operate within their work schedules as volunteers. DPH recommends approval of new AODPS agreements, effective January 1, 2012. The existing agreements will be terminated effective December 31, 2011, consistent with contractual provisions.

Attachment A is the list of recommended agreements. Attachment B is the signed Sole Source Checklist for the agreement with the San Fernando Valley Partnership, Inc.; Attachment C is the signed sole Source Checklist for the agreement with Pueblo Y Salud, Inc.; Attachment D is the signed Sole Source Checklist for the agreement with LACOE for FNL services; Attachment E is the signed Sole Source Checklist for the agreement with LACOE for CPS; and Attachment F is the signed Sole Source Checklist for the agreement with USC for the cross-site evaluation.

A combination of agreements resulting from the competitive selection process and sole sourcing was needed to maximize allocated funding and better ensure availability and effectiveness of prevention services county-wide. Since RFP funding was distributed by need, and the number of contracts allocated accordingly, the lack of an EPS contractor in SPA 2 and CPS contractor in SPA 1 would result in service gaps. For SPA 1, DPH did not receive any applications for CPS. Pueblo Y Salud did submit a qualified EPS proposal for SPA 1 but was not awarded due to RFP limits on the number of available EPS contracts per SPA. For SPA 2, DPH did not receive any qualified EPS proposals by the deadline. Upon review of substance abuse prevention agencies, which included those who applied for CPS services in SPA 2 and were not awarded a contract, only San Fernando Valley Partnership met the criteria to provide these EPS services as outlined in the RFP. The selection of these two agencies was necessary to ensure the availability of services as outlined in the RFP and does not violate the terms of the RFP or impact the protest process.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

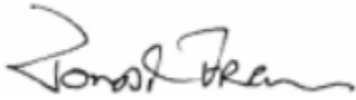
Board approval of the recommended actions will allow DPH to award new EPS/CPS/FNL agreements for the provision of substance abuse prevention services in Los Angeles County and conduct a cross-site evaluation. These agreements will further allow DPH to ensure implementation of AOD prevention services that are evidence-based and responsive to the specific AOD needs of the target communities as determined through community needs assessment and evaluation processes.

The Honorable Board of Supervisors

12/6/2011

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Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Jonathan E. Fielding". The signature is fluid and cursive, with a large initial "J" and a long, sweeping underline.

JONATHAN E. FIELDING, M.D., M.P.H.

Director and Health Officer

JEF:er/ma

BL#01917

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

CATEGORY 1 – AODPS-EPS RECOMMENDED FUNDING

AGENCY	SPA	SUP. DIST.	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
1. TARZANA TREATMENT CENTERS	1	5	\$169,313	\$338,625	\$338,625
2. DAY ONE, INC.	3	5	\$217,938	\$435,876	\$435,876
3. KOREATOWN YOUTH AND COMMUNITY CENTER	4	2	\$225,823	\$451,646	\$451,646
4. INSTITUTE FOR PUBLIC STRATEGIES	5	4	\$164,021	\$328,042	\$328,042
5. COMMUNITY COALITION FOR SUBSTANCE ABUSE PREVENTION & TREATMENT	6	2	\$254,715	\$509,431	\$509,431
6. CALIFORNIA HISPANIC COMMISSION ON ALCOHOL AND DRUG ABUSE, INC.	7	1	\$215,109	\$430,217	\$430,217
7. ASIAN AMERICAN DRUG ABUSE PROGRAM	8	2	\$222,498	\$444,997	\$444,997
TOTALS			\$1,469,417	\$2,938,834	\$2,938,834
FYs 2011-14 TOTAL			\$7,347,085		

CATEGORY 1 – AODPS-EPS RECOMMENDED FUNDING

AGENCY	SPA	SUP. DIST.	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
1. SAN FERNANDO VALLEY PARTNERSHIP, INC.*	2	3	\$230,583	\$461,166	\$461,166
TOTAL			\$230,583	\$461,166	\$461,166
FYs 2011-14 TOTAL			\$1,152,915		

*Sole Source

CATEGORY 2 – AODPS-CPS RECOMMENDED FUNDING

AGENCY	SPA	SUP DIST	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
1. DIDI HIRSCH MENTAL HEALTH SERVICES	2	3	\$100,000	\$200,000	\$200,000
2. NCADD SAN FERNANDO VALLEY	2	3	\$100,000	\$200,000	\$200,000
3. PHOENIX HOUSE OF LOS ANGELES, INC.	2	5	\$100,000	\$200,000	\$200,000
4. PUEBLO Y SALUD, INC.	2	3	\$100,000	\$200,000	\$200,000
5. TARZANA TREATMENT CENTER	2	3	\$100,000	\$200,000	\$200,000
6. CITY OF PASADENA PUBLIC HEALTH DEPARTMENT	3	5	\$100,000	\$200,000	\$200,000
7. DAY ONE, INC.	3	5	\$100,000	\$200,000	\$200,000
8. NCADD OF EAST SAN GABRIEL AND POMONA VALLEY	3	5	\$100,000	\$200,000	\$200,000
9. PACIFIC CLINICS	3	1	\$100,000	\$200,000	\$200,000
10. PROTOTYPES	3	1	\$100,000	\$200,000	\$200,000
11. CHILDREN'S HOSPITAL OF LOS ANGELES	4	3	\$100,000	\$200,000	\$200,000

CATEGORY 2 – AODPS-CPS RECOMMENDED FUNDING - Continued

AGENCY	SPA	SUP DIST	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
12. KOREATOWN YOUTH AND COMMUNITY CENTER	4	2	\$100,000	\$200,000	\$200,000
13. JEWISH FAMILY SERVICES	4	5	\$100,000	\$200,000	\$200,000
14. SOCIAL MODEL RECOVERY SYSTEMS, INC.	4	2	\$100,000	\$200,000	\$200,000
15. THE LOS ANGELES FREE CLINIC (DBA THE SABAN FREE CLINIC)	4	3	\$100,000	\$200,000	\$200,000
16. INSTITUTE FOR PUBLIC STRATEGIES	5	4	\$100,000	\$200,000	\$200,000
17. AVALON CARVER COMMUNITY CENTER	6	2	\$100,000	\$200,000	\$200,000
18. COMMUNITY COALITION FOR SUBSTANCE ABUSE PREVENTION & TREATMENT	6	2	\$100,000	\$200,000	\$200,000
19. MJB TRANSITIONAL RECOVERY, INC.	6	2	\$100,000	\$200,000	\$200,000
20. PEOPLE COORDINATED SERVICES OF SOUTHERN CALIFORNIA	6	2	\$100,000	\$200,000	\$200,000
21. SOUTH CENTRAL PREVENTION COALITION	6	2	\$100,000	\$200,000	\$200,000
22. VOLUNTEERS OF AMERICA GREATER LOS ANGELES	6	2	\$100,000	\$200,000	\$200,000
23. WATTS HEALTHCARE CORPORATION	6	2	\$100,000	\$200,000	\$200,000
24. CALIFORNIA HISPANIC COMMISSION ON ALCOHOL AND DRUG ABUSE, INC.	7	1	\$100,000	\$200,000	\$200,000
25. HELPLINE YOUTH COUNSELING, INC.	7	4	\$100,000	\$200,000	\$200,000
26. SPIRITT FAMILY SERVICES, INC.	7	4	\$100,000	\$200,000	\$200,000
27. THE WALL-LAS MEMORIAS PROJECT	7	1	\$100,000	\$200,000	\$200,000
28. ASIAN AMERICAN DRUG ABUSE PROGRAM	8	2	\$100,000	\$200,000	\$200,000
29. BEHAVIORAL HEALTH SERVICES, INC.	8	2	\$100,000	\$200,000	\$200,000
30. CAMBODIAN ASSOCIATION OF AMERICA	8	4	\$100,000	\$200,000	\$200,000
31. CLARE FOUNDATION, INC.	8	2	\$100,000	\$200,000	\$200,000
32. SOUTH BAY ALCOHOLISM SERVICES (DBA NCADD OF THE SOUTH BAY)	8	4	\$100,000	\$200,000	\$200,000
TOTALS			\$3,200,000	\$6,400,000	\$6,400,000
FYs 2011-14 TOTAL			\$16,000,000		

AGENCY	SPA	SUP DIST	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
1. PUEBLO Y SALUD, INC.*	1	5	\$100,000	\$200,000	\$200,000
TOTAL			\$100,000	\$200,000	\$200,000
FYs 2011-14 TOTAL			\$500,000		

*Sole Source

AODPS-FNL RECOMMENDED FUNDING

AGENCY	SPA	SUP. DIST.	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
1. LOS ANGELES COUNTY OFFICE OF EDUCATION – FNL*	7	4	\$104,715	\$209,430	\$209,430
TOTALS			\$104,715	\$209,430	\$209,430
FYs 2011-14 TOTAL			\$523,575		

* Sole Source

AODPS-CPS RECOMMENDED FUNDING

AGENCY	SPA	SUP. DIST.	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
1. LOS ANGELES COUNTY OFFICE OF EDUCATION – CPS*	7	4	\$100,000	\$200,000	\$200,000
TOTALS			\$100,000	\$200,000	\$200,000
FYs 2011-14 TOTAL			\$500,000		

* Sole Source

EVALUATION SERVICES RECOMMENDED FUNDING

AGENCY	SPA	SUP. DIST.	Year 1 6 Months	Year 2 12 Months	Year 3 12 Months
1. UNIVERSITY OF SOUTHERN CALIFORNIA – EVALUATION SERVICES*	1-8	1-5	\$150,000	\$300,000	\$300,000
TOTALS			\$150,000	\$300,000	\$300,000
FYs 2011-14 TOTAL			\$750,000		


* Sole Source

Total FYs 2011-14: \$26,773,575

SOLE SOURCE CHECKLIST FOR PUEBLO Y SALUD, INC.

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS <i>Identify applicable justification and provide documentation for each checked item</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
	➤ Quick action is required (emergency situation).
✓	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
✓	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best interest of the County, e.g., administrative cost savings, excessive learning curve for a new service provider, etc.
✓	<p>➤ Other reason. Please explain:</p> <p>The Alcohol and Other Drug Prevention Services Request for Proposals (AODPS RFP) indicated there would be up to 33 Comprehensive Prevention Services (CPS) awards (Service Planning Areas [SPA] ranked by need), where SPA 1 was allocated one contract. Since the AODPS RFP focused on youth and young adults, need was defined as the percent of individuals zero through 24 residing at or below 100 percent Federal Poverty Level for each SPA relative to the total County percentage.</p> <p>For SPA 1, DPH did not receive any applications for CPS. As a result of the competitive selection process, SPA 1 would be underserved since no CPS services would be provided. Pueblo Y Salud did submit a qualified EPS proposal for SPA 1 but was not awarded due to RFP restrictions on the number of available EPS contracts per SPA. However, the response did establish their qualifications to provide CPS services in the target SPA.</p> <p>Substance Abuse Prevention Control reviewed the capacity and qualifications of its substance abuse contractors currently serving SPA 1- and determined only one agency with the existing skills and community relationships to effectively deliver the CPS which is focused on both community and individual level of services to decrease alcohol and other drug availability and accessibility among the youth and young adults in the area. This service type requires specific experience to implement the services by the start date and must have established relationships in SPA 1 to obtain the</p>


**SOLE SOURCE CHECKLIST
FOR PUEBLO Y SALUD, INC.**

	<p>community feedback and participation required for the comprehensive assessment. Pueblo Y Salud, Inc. currently provides prevention services in the target area and would be able to effectively and efficiently initiate the required services. It would be cost-effective to obtain these services from an existing provider with the necessary experience and established relationships in the target area.</p>
 Sheila Shima Deputy Chief Executive Officer, CEO	<u>11/22/11</u> Date

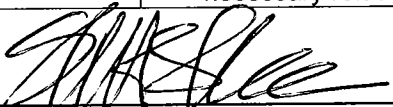
**SOLE SOURCE CHECKLIST
FOR SAN FERNANDO VALLEY PARTNERSHIP, INC.**

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS <i>Identify applicable justification and provide documentation for each checked item</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
	➤ Quick action is required (emergency situation).
✓	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
✓	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best interest of the County, e.g., administrative cost savings, excessive learning curve for a new service provider, etc.
✓	<p>➤ Other reason. Please explain:</p> <p>The Alcohol and Other Drug Prevention Services Request for Proposals (AODPS RFP) indicated there would be up to eight Environmental Prevention Services (EPS) awards (one per Service Planning Area [SPA]), and the contract amount would vary by SPA based on need. Since the AODPS RFP focused on youth and young adults, need was defined as the percent of individuals zero through 24 residing at or below 100 percent Federal Poverty Level for each SPA relative to the total County percentage.</p> <p>DPH did not receive any qualified EPS proposals for SPA 2 by the deadline. Therefore, as a result of the competitive selection process SPA 2 would be underserved and would not have an EPS contractor to coordinate the alcohol related policy and service efforts or lead the SPA-based coalition as outlined in the RFP. Upon review of substance abuse prevention agencies, which included those who applied for CPS services in SPA 2 and were not awarded a contract, only San Fernando Valley Partnership met the criteria to provide these EPS services as outlined in the RFP. San Fernando Valley Partnership, Inc. responded to the competitive selection process to provide services in SPA 2; however, due to restrictions under this process was ineligible from further consideration.</p> <p>Substance Abuse Prevention Control reviewed the capacity and qualifications of its prevention contractors currently serving SPA 2 and identified only one agency with the existing skills and community relationships to effectively deliver the EPS. This service</p>

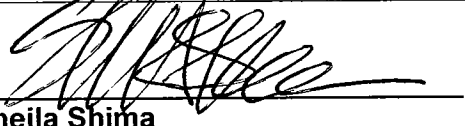
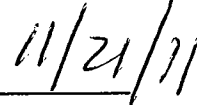
**SOLE SOURCE CHECKLIST
FOR SAN FERNANDO VALLEY PARTNERSHIP, INC.**

	<p>type requires specific experience to implement the services by the start date and must have established relationships in SPA 2 to obtain the community feedback and participation required for the comprehensive assessment. The San Fernando Valley Partnership, Inc. currently provides prevention services in the target area and would be able to effectively and efficiently initiate the required services. It would be cost-effective to obtain these services from an existing provider with the necessary experience and established relationships in the target area.</p>
 Sheila Shima Deputy Chief Executive Officer, CEO	<p>11/22/11</p> Date

**SOLE SOURCE CHECKLIST
FOR LOS ANGELES COUNTY OFFICE OF EDUCATION
FRIDAY NIGHT LIVE**

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS <i>Identify applicable justification and provide documentation for each checked item</i>
✓	➤ Only one bona fide source for the service exists; performance and price competition are not available.
	➤ Quick action is required (emergency situation).
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
✓	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best interest of the County, e.g., administrative cost savings, excessive learning curve for a new service provider, etc.
✓	<p>➤ Other reason. Please explain:</p> <p>➤ SAPC has determined that the Los Angeles County Office of Education (LACOE) is the most qualified provider because it has the capacity to deliver the Friday Night Live (FNL) Services by the required start time identified in the RFP and is currently the only existing contractor delivering the FNL program services countywide.</p> <p>LACOE-FNL is funded by the California Department of Alcohol and Drug Programs to provide a school-based prevention program focusing on community, individual, and classroom level services to decrease alcohol and other drug availability and accessibility among school-age youth. This service type requires specific experience and must have established relationships with the community to obtain feedback and participation required for the comprehensive assessment. Furthermore, FNL services require formal affiliation with school sites which LACOE has as the provider for these services for over 10 years and will be able to effectively and efficiently initiate the required services. It would be cost-effective to continue these services with an existing provider that has the indispensable experience and established necessary relationships countywide.</p>
<div style="display: flex; justify-content: space-between;"> <div style="width: 40%;">  Sheila Shima Deputy Chief Executive Officer, CEO </div> <div style="width: 40%; text-align: right;"> <u>11/21/11</u> Date </div> </div>	

**SOLE SOURCE CHECKLIST
FOR LOS ANGELES COUNTY OFFICE OF EDUCATION
COMPREHENSIVE PREVENTION SERVICES**

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS <i>Identify applicable justification and provide documentation for each checked item</i>
✓	➤ Only one bona fide source for the service exists; performance and price competition are not available.
	➤ Quick action is required (emergency situation).
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
✓	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best interest of the County, e.g., administrative cost savings, excessive learning curve for a new service provider, etc.
✓	<p>➤ Other reason. Please explain:</p> <p>➤ SAPC has determined that the Los Angeles County Office of Education (LACOE) is the most qualified provider because it has the capacity to deliver the services by the required start time and is currently the only existing contractor with the capacity to deliver the Friday Night Live Services (FNL) (see Attachment D), and as a result the only agency with the capacity to provide the adjunct Alcohol and Other Drug Prevention Services – Comprehensive Prevention Services (AODPS – CPS) program services. Similar services are already provided by LACOE and are necessary to provide the full range of FNL services; however, program modifications will be necessary to meet new requirements for the AODPS – CPS agreement. This includes the need to identify geographic areas of greatest need among school-age youth through a comprehensive assessment.</p> <p>LACOE-FNL (Attachment D) and AODPS –CPS adjunct services (Attachment E) collectively provide a school-based prevention program focusing on community, individual, classroom, and after-school services to decrease alcohol and other drug availability and accessibility among school-age youth. This service type requires specific experience, including formal affiliation with schools and the community. LACOE has provided these services for over 10 years and will be able to effectively and efficiently implement the required services. In addition, it would be more cost-effective for LACOE to continue providing these services due to their experience and affiliation with school-sites as required.</p>
 Sheila Shima Deputy Chief Executive Officer, CEO	<div style="text-align: right;">  Date </div>

SOLE SOURCE CHECKLIST FOR UNIVERSITY OF SOUTHERN CALIFORNIA (USC)

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS <i>Identify applicable justification and provide documentation for each checked item</i>
✓	<ul style="list-style-type: none"> ➤ Only one bona fide source for the service exists; performance and price competition are not available.
	<ul style="list-style-type: none"> ➤ Quick action is required (emergency situation).
	<ul style="list-style-type: none"> ➤ Proposals have been solicited but no satisfactory proposals were received.
	<ul style="list-style-type: none"> ➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider
	<ul style="list-style-type: none"> ➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	<ul style="list-style-type: none"> ➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
✓	<ul style="list-style-type: none"> ➤ It is in the best interest of the County, e.g., administrative cost savings, excessive learning curve for a new service provider, etc.
✓	<ul style="list-style-type: none"> ➤ Other reason. Please explain: <p>The prevention evaluation seeks to address the following two goals: (1) determine whether the County's goals and objectives were met over the three year contract term as a result of the funding of community-based organizations, and (2) determine whether SAPC's emphasis on the Strategic Prevention Framework and on organized community involvement (i.e., prevention coalitions) helped achieve the desired results. The EPS and CPS contracts selected under the RFP are funded with federal Substance Abuse and Mental Health Services Administration (SAMHSA) Substance Abuse Prevention and Treatment Block Grant prevention set-aside funds. Therefore, it was important to select a university with extensive knowledge of those requirements as well as established local evaluation and research experience in this field.</p> <p>SAPC has determined that the University of Southern California's (USC) Department of Preventive Medicine is uniquely qualified to conduct the process and outcome evaluation for the substance abuse prevention system of services that includes contractors selected under the RFP process. USC is one of the few universities in Los Angeles County with current federal funding to conduct alcohol and other drug (AOD) prevention research among local populations. In a review of recent/active grant awards SAMHSA, the Center for Substance Abuse Prevention (CSAP), and the National Institutes of Health, SAPC found that only UCLA and Loyola Marymount also had federal AOD prevention research funding for work with local populations. (The other institutions we reviewed were Claremont Graduate University, Claremont McKenna University, Occidental College, Pitzer College and the California State Universities.) In comparison to Loyola Marymount's single award for \$163,404 from the National Institute on Alcohol Abuse and Alcoholism (NIAAA) and three awards to UCLA for local prevention efforts totaling almost \$950,000 from NIDA and the National Center on Birth Defects and Developmental Disabilities, USC had almost \$1,500,000 in local AOD prevention funding amounting to nearly 40% of the total AOD research dollars awarded to USC by NIAAA, NIDA, National Institute of Child Health and Human Development, and National Cancer Institute in 2010-2011. USC's experience in local substance abuse prevention services/evaluation, coupled with their experience as described herein established that USC was the only local university with sufficient experience to conduct as evaluation of the required scope. Furthermore, SAPC sought the services of a university that is highly experienced in the substance abuse prevention field that is not currently evaluating its treatment services to maintain the integrity of both processes.</p> <p>The faculty members in the USC Department of Preventive Medicine are acknowledged national</p>

**SOLE SOURCE CHECKLIST
FOR UNIVERSITY OF SOUTHERN CALIFORNIA (USC)**

experts in evaluating substance abuse prevention programs, translating prevention research to practice in Los Angeles County, and informing health promotion and drug prevention policy. In addition, the USC team is already well-versed in key components of the Strategic Prevention Framework and survey design and implementation [California Healthy Kids Survey]) which will enhance the quality of the evaluation and prevent start-up delays. Their expertise will also better ensure SAPC will implement an effective county-wide baseline assessment during the planning and implementation phase, and collect data (both SAPC and contractors) according to established standards and the SAPC's evaluation plan. The redesign of SAPC's prevention services, and in preparation of expected system changes under Health Care Reform, necessitates an experienced substance abuse prevention evaluator with the ability to ensure stated objectives and outcomes are met as expected.



Sheila Shima
Deputy Chief Executive Officer, CEO

11/21/11

Date